

WESTON & SAMPSON
HEALTH & SAFETY PLAN

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ADMINISTRATIVE INFORMATION: COVID-19 SAFETY PROCEDURES	
TASK NAME: SMOKE TESTING	PROJECT LOCATION: WOBURN, Massachusetts
DATE WRITTEN: 7/17/2020	ANALYSIS PERFORMED BY: David Wright, CSHO
DATE LAST UPDATED: 7/20/2020	TYPE OF TASK: <input checked="" type="checkbox"/> Routine <input type="checkbox"/> Non-Routine

TASK SEQUENCE (List the individual steps required to perform the job.)	COMMENTS*
1. Equipment required - Smoke Machine, Gasoline, Lighter for candles, smoke candles, manhole lifter, traffic cones	
2. PPE Required: <ul style="list-style-type: none"> Safety Glasses (Clear & Tinted) Hearing Protection Nitrile Gloves Oil/Fuel resistant work gloves Minimum ANSI Class II vest Long pants Safety-toed, 6" minimum high-top, lace up style boots Face mask 	
3. Getting to location(s): Carpooling is not allowed. One vehicle must be taken for each person needed to work on site.	
4. Conducting Smoke Testing: Ensure all workers are wearing the appropriate PPE above, and face coverings Ensure smoke blower is full of gasoline, Located manhole and set up a temporary traffic control area moving vehicles away from the smoke testing area, Cones must be place in front of van, behind van, and surround manhole, Remove manhole cover with lifter, place blower in manhole, set up cones around blower, Perform smoke testing	Gasoline must be kept in approved metal safety can. Do not add gasoline to smoke blower when engine is hot.

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<p>5. If smoke is detected in a business or resident:</p> <p>Employees are NOT permitted to enter any business or residence until Stage 4 has been authorized by the Weston & Sampson Corporate Response Team.</p> <p>If smoke is detected within a business or residence, any other means, other than entry must be used. Examples that may be employed include using FaceTime or other similar application or having the owner record of video of the smoke and email to approved W&S email address or work device.</p> <p>Crews will have a W&S iPhone that shall be sanitized and can be offered to the homeowner to take inside and Face Time or video the source of the smoke.</p> <p>If a fire detail or police detail is available, discuss with community police/fire the possibility that they enter a home, or radio for additional police/fire assistance if entry is necessary.</p>	
<p>6. Attached "Field Staff COVID-19 General Safety Procedures" must also be followed.</p>	

* List any unique hazards and controls associated with the individual step which are not addressed in overall job hazard analysis on page 2.

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HAZARDS (Place a checkmark by all hazards associated with the job.)

- ☒ **Housekeeping / Jobsite Conditions** - Congested areas, slip/trip hazards, uneven terrain, overhead work, flammable/combustible materials, excavation/trenching; working in traffic; working over open water (drowning).
- ☒ **Confined Spaces** - Those spaces large enough to enter, have limited or restricted means for entry or exit, and are not designed for continuous occupancy.
- ☒ **Ergonomic** - lifting, carrying, bending, twisting, sitting, pushing, pulling, standing, walking, climbing, crawling, reaching, overexertion, repetitive motion.
- ☒ **Falls** - Fall from elevated work, fall to same level, fall to lower level.
- ☒ **Stored Energy** - Tension, elevated machine members, rotating flywheels, hydraulic systems, air, gas, steam, water pressure, electrical, gravity.
- ☒ **Hazardous Chemical & Materials** - Burns, chemical exposure, inhalation, ingestion, splashing, fumes, spills, airborne particles, compressed gases, adhesives, solvents, lubricating oils and greases, welding fumes.
- ☒ **Hand or Power Tools/Equipment** - Sharp edges, pinch points, rotating parts, vibration, shock, heavy equipment operations.
- ☒ **Contact with Objects or Equipment** - Struck-by or contact with objects or equipment.
- ☒ **Environmental** - Severe weather, wind, lightning, wet/slippery surfaces, bees, wasps, snakes, spiders, hot/cold stress, noise, dust, radiation, atmospheric (oxygen deficiency, toxic gases, fumes, vapors, IDLH conditions).
- ☐ **Hot Work** - Equipment that produces a spark or open flame or produces excessive heat (e.g. welding, cutting, burning).

CONTROLS (Place a checkmark by all controls associated with the job.)

People: Attitudes and Behavior

- ☐ Job scope understood by all
- ☐ If working alone, scope is understood and limited
- ☐ Teamwork approach established
- ☐ Standard procedures reviewed with team
- ☐ All crew members have received proper training (knowledge) to perform task safely

Housekeeping/Jobsite Conditions

- ☐ Work area clearly delineated and footing reviewed with crew
- ☐ Clutter/debris kept minimal and picked up
- ☐ Aisles, stairs, floors kept clean
- ☐ Proper fire extinguishers available
- ☐ If multiple employer worksite, all work coordinated with others
- ☐ Proper traffic control measures in place
- ☐ Overhead hazard evaluated and safe measures put in place
- ☐ Adequate communications devices available
- ☐ Floatation devices available if working over open water

Confined Spaces

- ☐ Confined Space properly classified
- ☐ Entry procedures in place and understood by all
- ☐ Written Permit in place if appropriate
- ☐ Entrant, Attendant, Entry Supervisor utilized if required
- ☐ Calibrated Combustible Gas Meter available
- ☐ Ventilation requirements evaluated and equipment procured

Ergonomics

- ☐ Reviewed proper lifting techniques with crew
- ☐ Mechanical lifting/moving devices identified for heavy loads or repetitive tasks

- ☐ Work breaks defined to prevent overexertion
- ☐ Repetitive tasks identified with proper work/rest cycles

Falls

- ☐ Proper ladder procedures reviewed with crew
- ☐ Guardrail system in place where appropriate
- ☐ Floor openings identified and protected
- ☐ Fall protection systems planned where appropriate
- ☐ Fall protection equipment identified and inspected

Stored Energy

- ☐ Written Energy Control Procedure(s) reviewed
- ☐ Type and magnitude of energy sources identified
- ☐ Only Authorized employees performing work
- ☐ All Affected employees been notified
- ☐ Lockout/Tagout Permits in place
- ☐ ALL energy brought to zero energy state (Lock/Tag/Try)

Hazardous Chemicals & Materials

- ☐ Proper chemicals & materials identified for job
- ☐ MSDSs reviewed with crew and available
- ☐ First aid kit(s) available
- ☐ Portable eyewash available

Hand and Power Tools/Equipment

- ☐ Proper tools identified for the job
- ☐ Tools/Equipment in good condition
- ☐ Ground fault protection in place
- ☐ Pinch points identified
- ☐ All machine guards in place
- ☐ Controls in place around all mobile equipment

Contact with Objects or Equipment

- ☐ Object/Equipment awareness reviewed with crew

Environmental Conditions

- ☐ Forecast of severe weather known
- ☐ Outside temperature reviewed against duration of job
- ☐ Jobsite noise levels known or estimated
- ☐ Jobsite dust levels known or estimated

Personal Protective Equipment (PPE)

- ☐ Written PPE Hazard Assessment reviewed for task
- ☐ Safety Glasses with Side Shields
- ☐ Safety Footwear with good tread
- ☐ Hard Hat (if overhead or bump hazards exist)
- ☐ Standard Work Uniform & gloves
- ☐ Respiratory Protection (Air Purifying/Air Supplying)
- ☐ Hearing Protection
- ☐ Secondary Eye Protection used if required

Hot Work

- ☐ Hot Work Permit in place as required
- ☐ Work area inspected for fire hazards
- ☐ Suitable fire extinguishers in place
- ☐ Fire Watch assigned and in place

Other Controls as indicated:

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

APPROVAL SIGNATURES:

PROJECT MANAGER:

SITE SAFETY COORDINATOR: